

GOVERNMENT OF ANDHRA PRADESH
PANCHAYAT RAJ AND RURAL DEVELOPMENT DEPARTMENT

LETTER.NO. 5854/OP.II/2009-1 ,

To
The Deputy Secretary to Government,
P.R & R.D (OP.II) Department,
A.P. Secretariat,
Hyderabad.

To
The Manager,
Sankalpa Enterprises,
Saroornagar,
HYDERABAD.

HYDERABAD: Dt. 30-5-2009

Sir,

Sub:- PR & RD Dept. – Supply to Airfreshners for use of Officers in
the Dept. – Reg.

\$

I am directed to request you to supply 10 Nos., Airfreshners and
perfumes 10 No's for use in the Department and also furnish the bills in
triplicate along with advance stamped receipt for arranging payment.

Yours faithfully

For Deputy Secretary to Government

ON:- Submitted that 10 Nos, Airfreshners were purchased in the month May'2008 and supplied to the Officers and now no stock is available in the Stores.

2. In view of the above position, it is submitted that whether 10 Nos., Airfreshners may be purchased from M/s. Sankalpa Enterprises.

3. Subject to orders, a draft letter is submitted above for approval.

Issued as Lr.No.5854/OP.II/2009-1, Dt:30-5-2009)
(From M/s. Sankalpa Enterprises., Bill.No.11302, dt: 4-6-2009)

\$

Please see the bill received from M/s.Sankalpa Enterprises, Hyd., at P 3cf.

Submitted that with reference to letter at P 1ante, M/s. Sankalpa Enterprises, have supplied 16 Nos., Airfreshners and perfumes for use Officers in the Department and furnished a bill for Rs.3,900=00 for arranging payment.

In view of the above position, it is submitted that whether sanction may be accorded for payment of an amount of Rs.3,900=00 (Rupees Three thousand and nine hundred only) to M/s. Sankalpa Enterprises, Hyd.

Subject to orders, a draft orders submitted below for approval.

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

P R & R D Dept.- Purchase of 10 Nos., Airfreshners and perfumes for use of Officers of PR&RD Department - Expenditure of Rs.3,900-00 (Rupees Three thousand and nine hundred only) - Sanction - Orders - Issued.

PANCHAYAT RAJ AND RURAL DEVELOPMENT(OP.II) DEPARTMENT

G.O.Rt.No.

Dated: .6.2009

Read the following:-

- (1) G.O.Ms.No.320, Home(Printing) Dept., dt:10.11.1997.
- (2) G.O.Rt.No.148, F&P(FW.Admn.TFR) Dept., dt:21.10.2000.
- (3) Lr.No.5854/OP.II/2009-1,PR&RD(OP.II)Deptt., dt:30-5-2009.
- (4) From M/s.Sankalpa Enterprises, Hyderabad, Bill.No.11302, dt:4-6-2009

\$\$

ORDER

Sanction is accorded to incur an expenditure of Rs.3,900=00 (Rupees Three thousand and Nine hundred only) towards purchase of 10 Nos., Airfreshners and 10 No's perfumes for use of Officers in the Department from M/s. Sankalpa Enterprises, Hyderabad.

2. The Amount sanctioned in para (1) above shall be drawn and a cheque may be issued in favour of "M/s. Sankalpa Enterprises, Hyderabad".

3. The expenditure sanctioned above shall be debited to the head of account "3451. Secretariat Economic Services - 090. Secretariat - 05. PR&RD Dept., - 130. Office Expenses - 132. Other Office Expenses".

4. This order does not require the concurrence of Finance and Planning (Fin.) Dept., as per the orders in force.

To
The Dy.Pay and Accounts Officer,
Secretariat Branch, Hyderabad.
The PR&RD (OP.II) Department.
The Accountant General, Andhra Pradesh, Hyd.
SF/SC.

//FORWARDED :: BY ORDER//

SECTION OFFICER.

A P T C FORM - 58
FULLY VOUCHED CONTINGENT BILL
FOR THE MONTH OF JULY, 2005

Dist.HYDERABAD (For Treasury use only)

DATE: _____

D.D.O's T.B.R. No. _____ Trans ID: _____

TREASURY/PAO CODE : _____ Major Head : 3451 - Secretariat
Economic

DDO CODE : **6831** Services

DDO Designation : Asst.Secretary Sub Major Head :
to Govt., Minor Head : 090 - Secretariat

DDO Office Name : **PR & RD**

BANK BRANCH

CODE : _____ Group Sub Head:

1BANK BRANCH Sub Head : 05 - P.R & R.D Dept.,
NAME : **SBH** Detailed Head : 130 - Office

Expenses

Sub-Detailed 132 - Other
Head :

Office
Expenses

Non-Plan = N/Plan=P: _____ Charged=C/Voted=V : _____ contingency
Fund MH/Service Major

Head _____

Gross Rs. _____ Deduction Rs. _____ Net Rs. _____

Pay **Rs.2,224-00 (Rupees Two thousand two Hundred and twenty four Only)** A Cheque may be issued in favour of M/s Sankalpa Enterprises, Hyderabad.

AMOUNT RECEIVED

DRAWING OFFICER
OFFICER

DRAWNG

FOR USE IN TREASURY/PAY & ACCOUNTS OFFICE

PayRs. _____ (Rupees _____ only) by

Cash/Cheque/Draft/Adjustment.

Accounts

NBST/
D.D.O
BANK
deductions.
Seal

1. Rs..... by transfer credit to the S.B
of the employees (As per Annexure-I)
2. Rs.....by transfer credit to the
Account towards non-government

TREASURY OFFICER/PAY&ACCOUNTS OFFICER

: 2 :

PARTICULARS OF AMOUNT CLAIMED IN THIS BILL

| ----- | | |
|------------------------------------|---|----------------------------|
| ----- | | |
| No.& Description of Sub-Voucher | Details of Expenditure and Authority for sanction drawal of amount | AMOUNT Rs. |
| ----- | | |
| | Expenditure towards purchase of 16 Nos., Airfreshners for use of Officers in the Deptt. | 2,224-00 |
| | (G.O.Rt.No.893, P.R & R.D (O.P.II) dept., dt.25.5.2005) | |
| TOTAL : | | ----- 2,224-00 ----- |

(RUPEES TWO THOUSAND TWO HUNDRED AND TWENTY FOUR ONLY)

(THE AMOUNT OF THE BILL HAVE NOT BEEN DRAWN PREVIOUSLY)

DRAWING OFFICER

BUDGET PARTICULARS

1. Budget allotment for the current year :
Rs. _____
2. Expenditure incurred including this Bill :
Rs. _____
3. Balance : Rs. _____

DRAWING OFFICER

FOR THE USE OF ACCOUNTANT GENERAL'S OFFICE

(Issued as Lr.No.12284/OP.II/2005-1, Dt:6.9.2005.)
(From M/s. Sankalpa Enterprises., Bill.No.8478, dt:3.10.2005)

\$

Please see the bill received from M/s.Sankalpa Enterprises, Hyd.,
at P 1cf.

Submitted that with reference to letter at P 1ante, M/s.
Sankalpa Enterprises, have supplied 16 Nos., Airfreshners for use Officers in
the Department and furnished a bill for Rs.2,224=00 for arranging payment.

In view of the above position, it is submitted that whether
sanction may be accorded for payment of an amount of Rs.2,224=00
(Rupees Two thousand two hundred and twenty four only) to M/s. Sankalpa
Enterprises, Hyd.

Subject to orders, a draft orders submitted below for approval.

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

P R & R D Dept.- Purchase of 16 Nos., Airfreshners for use of Officers of PR&RD Department - Expenditure of Rs.2,224-00 (Rupees Two thousand two hundred and twenty four only) - Sanction - Orders - Issued.

PANCHAYAT RAJ AND RURAL DEVELOPMENT(OP.II) DEPARTMENT

G.O.Rt.No.1730

Dated:10.10.2005
Read the following:-

- (1) G.O.Ms.No.320, Home(Printing) Dept., dt:10.11.1997.
- (2) G.O.Rt.No.148, F&P(FW.Admn.TFR) Dept., dt:21.10.2000.
- (3) Lr.No.12284/OP.II/2005-1,PR&RD(OP.II)Deptt., dt:6.9.2005.
- (4) From M/s.Sankalpa Enterprises, Hyderabad, Bill.No.8478 dt:3.10.2005.

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ORDER

Sanction is accorded to incur an expenditure of Rs.2,224=00 (Rupees Two thousand two hundred and twenty four only) towards purchase of 16 Nos., Airfreshners for use of Officers in the Department from M/s. Sankalpa Enterprises, Hyderabad.

2. The Amount sanctioned in para (1) above shall be drawn and a cheque may be issued in favour of "M/s. Sankalpa Enterprises, Hyderabad".

3. The expenditure sanctioned above shall be debited to the head of account "3451. Secretariat Economic Services - 090. Secretariat - 05. PR&RD Dept., - 130. Office Expenses - 132. Other Office Expenses".

4. This order does not require the concurrence of Finance and Planning (Fin.) Dept., as per the orders in force.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**MUNINDRA,
ADDITIONAL SECRETARY TO GOVERNMENT.**

To
The Dy.Pay and Accounts Officer,
Secretariat Branch, Hyderabad.
The PR&RD (OP.II) Department.
The Accountant General, Andhra Pradesh, Hyd.
SF/SC.

//FORWARDED :: BY ORDER//

SECTION OFFICER.

A P T C FORM - 58
FULLY VOUCHED CONTINGENT BILL
FOR THE MONTH OF OCTOBER, 2005

Dist.HYDERABAD (For Treasury use only)

DATE: _____

D.D.O's T.B.R. No. _____ Trans ID: _____

TREASURY/PAO CODE : _____ Major Head : 3451 - Secretariat
Economic

DDO CODE : **6831** Services

DDO Designation : Asst.Secretary Sub Major Head :
to Govt., Minor Head : 090 - Secretariat

DDO Office Name : **PR & RD**

BANK BRANCH

CODE : _____ Group Sub Head:

1BANK BRANCH Sub Head : 05 - P.R & R.D Dept.,
NAME : **SBH** Detailed Head : 130 - Office

Expenses

Sub-Detailed 132 - Other
Head :

Office
Expenses

Non-Plan = N/Plan=P: _____ Charged=C/Voted=V : _____ contingency
Fund MH/Service Major

Head _____

Gross Rs. _____ Deduction Rs. _____ Net Rs. _____

Pay **Rs.2,224-00 (Rupees Two thousand two Hundred and twenty four Only)** A Cheque may be issued in favour of M/s Sankalpa Enterprises, Hyderabad.

AMOUNT RECEIVED

DRAWING OFFICER
OFFICER

DRAWNG

FOR USE IN TREASURY/PAY & ACCOUNTS OFFICE

PayRs. _____ (Rupees _____ only) by

Cash/Cheque/Draft/Adjustment.

Accounts

NBST/
D.D.O
BANK
deductions.
Seal

1. Rs..... by transfer credit to the S.B
of the employees (As per Annexure-I)
2. Rs.....by transfer credit to the
Account towards non-government

TREASURY OFFICER/PAY&ACCOUNTS OFFICER

PARTICULARS OF AMOUNT CLAIMED IN THIS BILL

| ----- | | |
|--|---|---------------|
| ----- | | |
| No.& Description of Sub-Voucher | Details of Expenditure and Authority for sanction drawal of amount | AMOUNT Rs. |
| ----- | | |
| 00 | Expenditure towards purchase of 16 Nos., Airfreshners for use of Officers in the Deptt. | 2,224- |
| (G.O.Rt.No.1730, P.R & R.D (O.P.II) dept., dt.10.10.2005) | | |

| | | |
|-------|---|----------------------------|
| TOTAL | : | ----- 2,224-00 ----- |
|-------|---|----------------------------|

(RUPEES TWO THOUSAND TWO HUNDRED AND TWENTY FOUR ONLY)

(THE AMOUNT OF THE BILL HAVE NOT BEEN DRAWN PREVIOUSLY)

DRAWING OFFICER

BUDGET PARTICULARS

1. Budget allotment for the current year :
Rs. _____
2. Expenditure incurred including this Bill :
Rs. _____
3. Balance : Rs. _____

DRAWING OFFICER

FOR THE USE OF ACCOUNTANT GENERAL'S OFFICE